



Health Information Privacy

Beneficiaries

TRICARE Management Activity

PrivacyMail@tma.osd.mil

25 March 2003

[Our Commitment to Privacy]

The TRICARE Management Activity (TMA) Privacy Office is committed to ensuring patient privacy is sufficiently protected at every level as we deliver the best medical care possible to those we serve.



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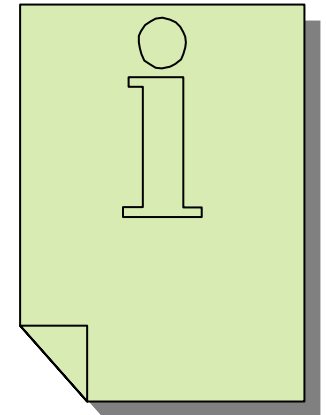
[Presentation Objectives]

- Provide an overview of the HIPAA legislation
- Explain key HIPAA Privacy components
- Describe HIPAA Privacy impacts on the patient healthcare experience



[Federal Privacy Milestones]

- Freedom of Information Act
 - Right of access to federal agency records
- Privacy Act of 1974
 - Controls over how the executive branch agencies of the federal government gather, maintain, and disseminate personal information



[The Latest Privacy Stride]

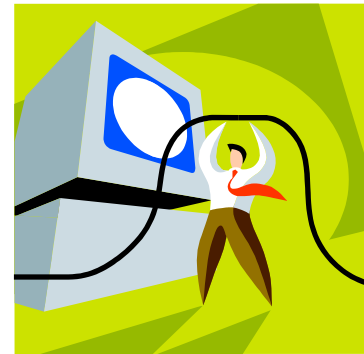
Health Insurance Portability and Accountability Act (HIPAA)

Public Law 104-191 enacted August 21, 1996

- Improve portability & continuity of health insurance coverage
- Improve access to long term care services and coverage
- Simplify the administration of health care

[HIPAA Rules]

- Transactions and Code Sets
- Privacy
- Security
- Identifiers



[From the Patient's Viewpoint]

HIPAA's greatest impact on the patient's healthcare experience is the Privacy Rule

Compliance Date:
April 14, 2003



HIPAA Privacy

What Organizations are Affected?


Healthcare providers who transmit health information in electronic transactions

HIPAA ENTITY

MHS ENTITY

Health plans		TRICARE Health Plan
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Healthcare clearinghouses	 electronic billing on behalf of MTFs	Companies that perform
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Business associates		Managed care support contractors
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What Information is Protected?

Protected Health Information (PHI)

- Individually identifiable health information (including demographics) in electronic, paper or oral medium
- Held by healthcare providers or their business associates

Any health information that identifies you as you

HIPAA Privacy **Key Concepts**

- Treatment, Payment & Healthcare Operations (TPO)
- Minimum Necessary
- Patient Rights
- Notice of Privacy Practices
- HIPAA Privacy Officers



[Treatment, Payment and Healthcare Operations]

HIPAA allows the use and disclosure of PHI for treatment, payment & healthcare operations (TPO) without the patient's permission.

HIPAA Privacy is not meant to impede the provision of quality care

HIPAA Privacy **Treatment**

- Provision of care
- Coordination or management of healthcare and related services
- Consultations between providers
- Referral of a patient from one provider to another



HIPAA Privacy **Payment**

- Obtaining premiums
- Reimbursement
- Eligibility and coverage determinations
- Billing and claims management
- Utilization review activities





HIPAA Privacy Healthcare Operations

- Quality assurance
- Health improvement
- Education and training
- Legal services
- Medical review
- Business planning and development
- Management and general administrative activities



Minimum Necessary Principle

- All uses and disclosures of information are limited by the 'need-to-know' standard
- Only the amount of information reasonably necessary to achieve the purpose of the release is permitted

Patient Rights

Patients have a right to:

- A written notice of information practices
- Request to access, inspect and obtain a copy of their PHI
- Request an accounting of disclosures
- Request amendment of records
- Request restrictions on uses and disclosures of their PHI
- Accommodation of reasonable alternate communications requests
- Complain to the organization (MHS) or Department of Health and Human Services

Exercising Your Patient Rights

- Unless covered by other privacy legislation, these rights are effective April 14, 2003
- Complaints may be made to the MTF HIPAA Privacy Officer, TMA HIPAA Privacy Officer or Department of Health and Human Services
- Information requests must be made by the person whose PHI is impacted, or his/her appointed caregiver.
- All information requests must be made in writing to the local MTF HIPAA Privacy Officer where you obtain care, or where the PHI is located.

HIPAA Privacy

Notice of Privacy Practices

Explains

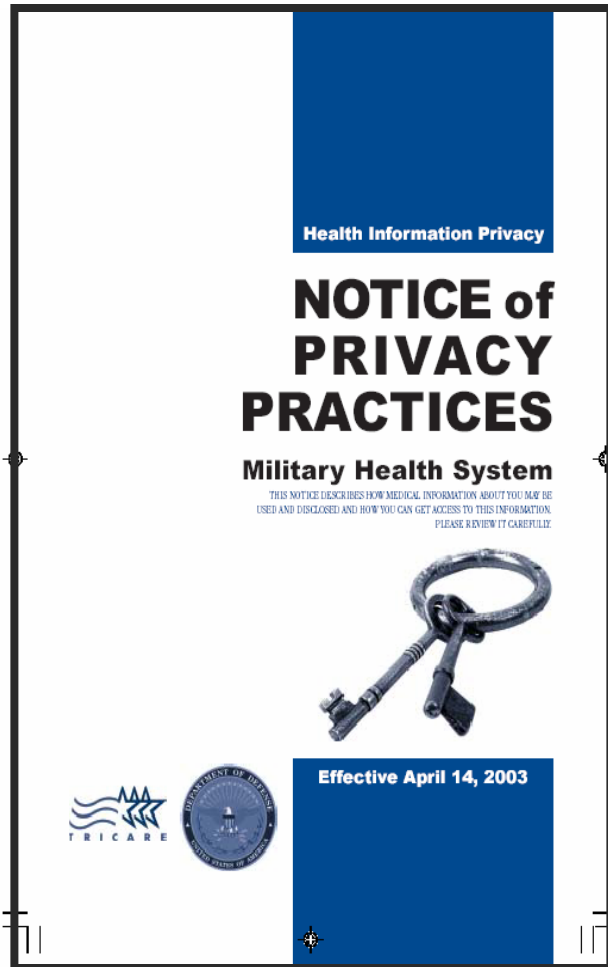
- MHS duty to beneficiaries to protect health information
- How the MHS may use and disclose health information
- Patients' rights
- Patient complaint procedures
- Contact information

What You Need To Know About The Notice

- The Notices of Privacy Practices are currently being mailed to sponsor households.
- Beneficiaries will acknowledge receipt of the Notice by signing a medical record jacket label when they visit their MTF. No action is required by the beneficiary until that time.
- The Notice is not effective until the HIPAA Privacy Rule compliance date of April 14, 2003.

HIPAA Privacy

Getting the Notice



- Mailed to sponsor households
- Available at www.tricare.osd.mil/tmaprivacy in multiple formats and languages
- Questions? PrivacyMail@tma.osd.mil

HIPAA Privacy

Acknowledging the Notice

Acknowledgment of Military Health System Notice of Privacy Practices

The signature below only acknowledges receipt of the Military Health System Notice of Privacy Practices, effective date 14 April, 2003.

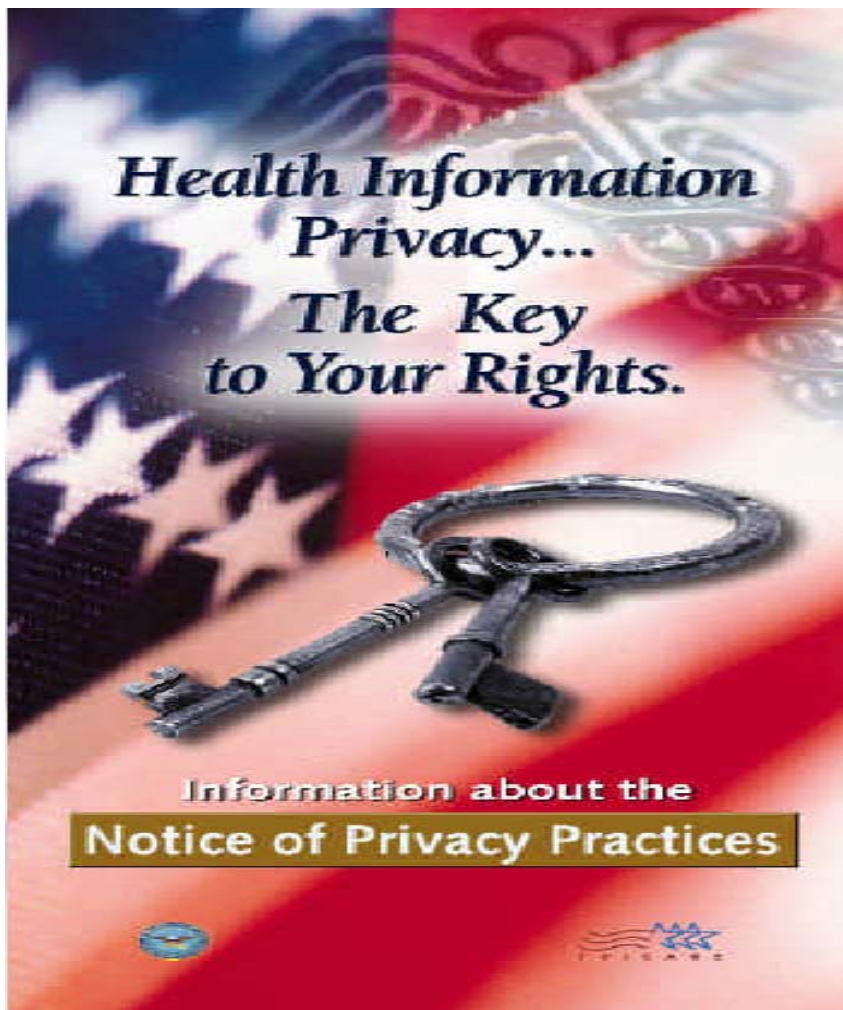
Signature of Patient/Patient Representative date

Name of Patient/Representative relationship to patient (if applicable)

EMP/SSN: _____/_____-_____-_____

☐ Patient/Representative declined to sign _____ MTF staff initials

HIPAA Privacy Beneficiary Brochure



- Explains the purpose of the Notice of Privacy Practices
- Available at MTFs

HIPAA Privacy

MTF HIPAA Privacy Officers



- Assigned at every MTF
- Available to answer specific questions
- Address PHI requests and patient complaints

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